



STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES &
ENVIRONMENTAL CONTROL

DIVISION OF WATER RESOURCES
89 KINGS HIGHWAY
DOVER, DELAWARE 19901

TO: All On-Site Licensees

FROM: Kathy Wright, Environmental Engineer
Dawn Baker, Administrative Specialist

DATE: October 1, 2009

RE: **On-Site License Renewal for CY 2010 (Jan 1, 2010 – Dec 31, 2010)**

The enclosed packet is full of important information that relates to the renewal of your on-site (septic) license(s). The following information is enclosed within this package:

- On-Site License Renewal Instructions
- Application for Renewal of On-Site License ("Renewal Application")
- Current status of your Continuing Education Training (CET)

As a reminder, to renew your license(s) for CY 2009, the following three (3) items *must be* submitted prior to November 30, 2009:

1. **Application for Renewal of On-Site License(s)**
2. **Proof of Continuing Education Training (CET)**
3. **Renewal fee (\$40 per license type)**

If you plan to attend any approved course after November 30, you must still submit your Renewal Application and the appropriate fee prior to November 30; you may fax a copy of your CET certificate once you complete the course (fax # 302-739-7764).

Check out our new Licensing website! It has the list of Approved Courses for CETs *and* Renewal information:
<http://www.wr.dnrec.delaware.gov/Information/GWDInfo/Pages/GroundWaterDischargesLicensesandLicensees.aspx>

Please be aware that all on-site licenses expire on December 31, unless the license is properly renewed (Section 4.09000 of the State of Delaware Regulations Governing the Design, Installation and Operation of On-Site Wastewater Treatment and Disposal Systems).

If you have any questions regarding the information contained in this packet and/or your license, please do not hesitate to contact me or Dawn Baker at (302) 739-9948 or e-mail me directly at Kathy.Wright@state.de.us.

EXCITING NEWS!

Are you attending the DOWRA conference? If so, make plans now to bring your renewal form and payment (check only)!

**For your convenience, you can submit your renewal paperwork at the DNREC table –
*what can be easier?***